

## **Medicaid: Team Meetings**

According to the DHS/DCFS Contract, Part II. Section I. B.,  
*A Child and Family Team for DHS/DCFS or Treatment Team for DHS/DJJS consisting of individuals authorized by the Case Manager that participate in planning, providing, and monitoring supports and services for the Client and family/legal guardian, such as the Case Manager, service provider, Client, family members, legal guardians, proctor parents, community specialists, friends, and other people approved by the Case Manager.*

According to the DHS/DCFS Contract, Part II. Section II. B. 10.,  
*The Contractor shall actively participate as a member of the Team. The Contractor shall provide care and supervision services in collaboration with the Client's family or other permanent caregiver and other team members to promote stability and long-term permanence for each Client.*

*The Contractor shall participate in all Team Meetings and shall ensure that the input and information from the proctor parent is requested in represented. In addition, the Contractor may request a Team Meeting.*

According to the DHS/DCFS Contract, Part II. D. 5. b.,  
*Team and Team Meetings*  
*The Contractor shall:*

*(1) As part of a clinical mental health service, actively participate as a member of the Team. The Contractor shall provide rehabilitative mental health and related services in collaboration with the Client's family and the foster/proctor family or other direct caregiver to promote stability and long-term permanence for each Client.*

*(2) Include both the Client's family and foster/proctor family or other direct caregiver in the Client's ongoing treatment to facilitate understanding of how to best address the Client's current and future mental health needs. (Example: it is appropriate to convene members of a Team Meeting in the development of the treatment plan, quarterly treatment plan review, and to gather information from parents, proctor family, teachers, child care providers, and Case Managers for the purpose of assessing the Client as part of the Psychiatric Diagnostic Interview Examination.)*

*(3) Participate in all, and may also initiate any of the following, Team Meetings:*

*(a) Pre-Treatment Team Meeting: The Contractor shall participate in a Team Meeting prior to a Client beginning treatment.*

*(b) Ongoing Team Meeting: The Contractor shall participate in all ongoing Team Meetings to coordinate the Client's treatment plan with the Division service plan, the Client's permanency goal, and the long-term view.*

*(c) Change of Clinician/Treatment Team Meeting: Prior to any change in clinician/treatment provider, unless it is an emergency situation, the Contractor shall participate in a Team Meeting to discuss reasons, solutions, and transitions that are most beneficial to the overall treatment goals and service plan for the Client.*

*(d) Discharge Team Meeting: Prior to discharge, the Contractor shall participate in a Team Meeting to discuss progress, maintenance, and transitions for long-term stability of the Client.*